California Work Opportunity and Responsibility to Kids (CalWORKs) Report on Reasons for Discontinuances of Cash Grant

SEND ONE COPY OF THIS REPORT TO:
California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430
FAX: (916) 657-2074

COUNTY NAME	REPORT MONTH AND YEAR				

PART A. REASONS FOR DISCONTINUANCES OF CASH GRANT	Two-Parent Families (A)	Zero Parent Families (B)	All Other Families (C)	TANF Timed-Out Cases (D)	Safety Net Cases (E)
1. Total cases discontinued during the month (Items 2 through 11) **(Same as Item 9, CA 237 CW)**..............	1	2	3	4	5
2. Cases with no eligible child............................	6	7	8	9	10
3. Cases with children no longer deprived of support or care....................	11	12	13	14	15
4. Cases with resources that exceed limits.................	16	17	18	19	20
5. Cases with income that exceeds standards (Items 5a through 5e)..........	21	22	23	24	25
a. Earnings increased..................	26	27	28	29	30
b. Benefits or pensions increased.....................	31	32	33	34	35
c. Support from person inside home increased................	36	37	38	39	40
d. Support from person outside home increased..............	41	42	43	44	45
e. Requirements reduced................	46	47	48	49	50
6. Cases with client who moved or cannot be located.................	51	52	53	54	55
7. Cases discontinued due to recipient initiative................	56	57	58	59	60
a. Cases discontinued due to CW 7 noncompliance..............	61	62	63	64	65
8. Cases excluded by law for reasons other than time limits and citizenship.	66	67	68	69	70
9. Cases transferred to another county..................	71	72	73	74	75
10. Cases transferred to Kin-GAP Program.................		76			
11. Cases transferred to Foster Care Program..................	77	78	79	80	81

COUNTY NAME	REPORT MONTH AND YEAR				
PART B. DISCONTINUANCES DUE TO PROGRAM SEGMENT TRANSFERS	**Two-Parent Families (A)**	**Zero Parent Families (B)**	**All Other Families (C)**	**TANF Timed-Out Cases (D)**	**Safety Net Cases (E)**
12. Total cases transferred **to** another program segment during the month **(Same as Item 10, CA 237 CW)**...............	82	83	84	85	86
a. Cases transferred from Zero Parent to Two-Parent Families	87				
b. Cases transferred from All Other to Two-Parent Families	88				
c. Cases transferred from TANF Timed-Out to Two-Parent Families....................	89				
d. Cases transferred from Safety Net to Two-Parent Families	90				
e. Cases transferred from Two-Parent to Zero Parent Families..........................		91			
f. Cases transferred from All Other to Zero Parent Families		92			
g. Cases transferred from TANF Timed-Out to Zero Parent Families....................		93			
h. Cases transferred from Safety Net to Zero Parent Families..........................		94			
i. Cases transferred from Two-Parent to All Other Families.............................			95		
j. Cases transferred from Zero Parent to All Other Families..............................			96		
k. Cases transferred from TANF Timed-Out to All Other Families.......................			97		
l. Cases transferred from Safety Net to All Other Families................................			98		
m. Cases transferred from Two-Parent to TANF Timed-Out Cases......................				99	
n. Cases transferred from Zero Parent to TANF Timed-Out Cases......................				100	
o. Cases transferred from All Other TANF to Timed-Out Cases.........................				101	
p. Cases transferred from Safety Net to TANF Timed-Out Cases.......................				102	
q. Cases transferred from Two-Parent to Safety Net Cases...............................					103
r. Cases transferred from Zero Parent to Safety Net Cases...............................					104
s. Cases transferred from All Other to Safety Net Cases...................................					105
t. Cases transferred from TANF Timed-Out to Safety Net Cases.......................					106
13. Total cases transferred **from** another program segment during the month **(Same as Item 11, CA 237 CW)**...	107	108	109	110	111

COMMENTS

CONTACT PERSON (Print)	TELEPHONE ( )	DATE COMPLETED
TITLE/CLASSIFICATION	FAX ( )	

CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs)
REPORT ON REASONS FOR DISCONTINUANCES OF CASH GRANT
CA 253 CW (12/02)

INSTRUCTIONS

CONTENT

The monthly CA 253 CW report contains statistical information on cash grant cases terminated from the CalWORKs program, classified by primary reason for discontinuing aid.

PURPOSE

This report provides county, state and federal entities with information needed for budgeting, staffing, program planning, and other purposes.

DUE DATE AND CONTACT

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. Reports are to be received on or before the 18th calendar day of the month following the report month. Fax or mail reports to:

California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430

FAX: (916) 657-2074

Report data and the report's form and instructions are available on the California Department of Social Services (CDSS), Research and Development Division (RADD) web site at: http://www.dss.cahwnet.gov/research/. Copies may be printed from the web site.

If you have questions regarding this report, contact Data Systems and Survey Design Bureau (DSSDB) at (916) 651-8269.

GENERAL INSTRUCTIONS

Enter in the boxes provided near the top of the form the county name and the report month and year.

Enter the data required for each item. If there is nothing to report for an item, enter "0". **Do not leave any items blank.**

Enter in the boxes at the end of the form the name, job title or classification, telephone and fax number of the person to contact if there are questions about the report. This person may or may not be the person who completed the report. Enter the date the report was completed.

ITEM INSTRUCTIONS

In those cases where more than one reason is applicable, the reason that is considered **most important** by the caseworker as having the greatest effect in the closing of the case will apply. Individual discontinuances are to be classified according to the reason for discontinuance included in the written notification to the recipient that the money payment is being discontinued.

For Items 2 through 11, collect the applicable reasons as indicated on the Discontinuance Reason List. See ACL 99-59 dated September 2, 1999 for the list. All Discontinuance Reasons are required data elements. Use the appropriate MEDS Reason Codes when listed. For those reasons without a specified MEDS code, the tracking codes or mechanisms are at county discretion.

PART A. REASONS FOR DISCONTINUANCES OF CASH GRANT

1. <u>Total cases discontinued during the month (Items 2 through 11)</u> **(Same as Item 9, CA 237 CW)**: *[Cells 1-5]* Enter the total number of discontinuances. This item must equal the sum of Items 2 through 11 and must equal the monthly total of **Part B, Item 9 (Cells 95-99), "Cases discontinued during the month," on the CA 237 CW (12/02), CalWORKs Cash Grant Caseload Movement Report**.

2. <u>Cases with no eligible child</u>: *[Cells 6-10]* Enter the number of discontinuances that occurred because there is no longer an eligible child in the home.

3. <u>Cases with children no longer deprived of support or care</u>: *[Cells 11-15]* Enter the number of discontinuances that occurred because the child is no longer deprived of parental care or support.

4. <u>Cases with resources that exceed limits</u>: *[Cells 16-20]* Enter the number of discontinuances that occurred because the recipient family's resources and/or property now exceed limits permitted for CalWORKs eligibility.

5. <u>Cases with income that exceeds standards (Items 5a through 5e)</u>: *[Cells 21-25]* Enter the sum of Items 5a through 5e.

   a. <u>Earnings increased</u>: *[Cells 26-30]* Enter the number of discontinuances that occurred because of excessive income due to increased earnings.

   b. <u>Benefits or pensions increased</u>: *[Cells 31-35]* Enter the number of discontinuances that occurred because of excessive income due to increased benefits or pensions.

   c. <u>Support from person inside home increased</u>: *[Cells 36-40]* Enter the number of discontinuances that occurred because of excessive income due to increased support from person inside the home.

   d. <u>Support from person outside home increased</u>: *[Cells 41-45]* Enter the number of discontinuances that occurred because of excessive income due to increased support from person outside the home.

   e. <u>Requirements reduced</u>: *[Cells 46-50]* Enter the number of discontinuances that occurred because of excessive income due to a reduction in requirements.

6. <u>Cases with client who moved or cannot be located</u>: *[Cells 51-55]* Enter the number of discontinuances that occurred because the recipient moved or because the agency was unable to establish the whereabouts of the family or contact them for information essential to their continuation in the CalWORKs program.

ITEM INSTRUCTIONS CONTINUED

7. <u>Cases discontinued due to recipient initiative</u>: *[Cells 56-60]* Enter the number of discontinuances due to the recipient's initiative including voluntary withdrawal by the recipient family, refusal to comply with procedural requirements, etc.

   a. <u>Cases discontinued due to CW 7 noncompliance</u>: *[Cells 61-65]* Enter the number of discontinuances due to the recipient's refusal to provide Monthly Eligibility Report for Cash Aid and Food Stamps (CW 7) related information. This number is a subset of discontinuances due to recipient initiative and should be included in the count for Item 7, <u>Cases discontinued due to recipient initiative</u>.

8. <u>Cases excluded by law for reasons other than time limits and citizenship</u>: *[Cells 66-70]* Enter the number of discontinuances due to the recipient being excluded by law for reasons other than time limits and citizenship, such as, fleeing felons and drug felons, etc.

9. <u>Cases transferred to another county</u>: *[Cells 71-75]* Enter the number of discontinuances that resulted from the recipient transferring to another county.

10. <u>Cases transferred to Kin-GAP Program</u>: *[Cell 76]* Enter the number of discontinuances that resulted because the recipient transferred to the Kin-GAP Program and the entire CalWORKs case was discontinued.

11. <u>Cases transferred to Foster Care Program</u>: *[Cells 77-81]* Enter the number of discontinuances that resulted because the recipient transferred to Foster Care and the entire CalWORKs case was discontinued.

PART B. DISCONTINUANCES DUE TO PROGRAM SEGMENT TRANSFERS

Parent(s) in the Two-Parent caseload, who are sanctioned for failure to comply with CalWORKs work requirements, will remain in that caseload count and will NOT be transferred at any time, including the first three months of sanction, to either the Zero Parent or the All Other Families caseload. Parents who are sanctioned for failure to assign child support rights are transferred to either the Zero Parent or the All Other Families caseload.

12. <u>Total cases transferred **to** another program segment during the month</u> **(Same as Item 10, CA 237 CW)**: *[Cells 82-86]* Enter where indicated, the total of the following cells. These items must equal the monthly totals of **Part B, Item 10 (Cells 100-104), "Cases deducted due to transfers to another program segment during the month," on the CA 237 CW (12/02), CalWORKs Cash Grant Caseload Movement Report**.

    Column (A), Two-Parent Families, Cell 82 = the sum of Cells 91, 95, 99 and 103
    Column (B), Zero Parent Families, Cell 83 = the sum of Cells 87, 96, 100 and 104
    Column (C), All Other Families, Cell 84 = the sum of Cells 88, 92, 101 and 105
    Column (D), TANF Timed-Out Cases, Cell 85 = the sum of Cells 89, 93, 97 and 106
    Column (E), Safety Net Cases, Cell 86 = the sum of Cells 90, 94, 98 and 102

    a. <u>Cases transferred from Zero Parent to Two-Parent Families</u>: *[Cell 87]* Enter in Column (A) the number of cases which left the Zero Parent segment and will be moved to the Two-Parent segment as of the beginning of the next month.

    b. <u>Cases transferred from All Other to Two-Parent Families</u>: *[Cell 88]* Enter in Column (A) the number of cases which left the All Other segment and will be moved to the Two-Parent segment as of the beginning of the next month.

ITEM INSTRUCTIONS CONTINUED

    c.   <u>Cases transferred from TANF Timed-Out to Two-Parent Families</u>: *[Cell 89]* Enter in Column (A) the number of cases which left the TANF Timed-Out segment and will be moved to the Two-Parent segment as of the beginning of the next month.

    d.   <u>Cases transferred from Safety Net to Two-Parent Families</u>: *[Cell 90]* Enter in Column (A) the number of cases which left the Safety Net segment and will be moved to the Two-Parent segment as of the beginning of the next month.

    e.   <u>Cases transferred from Two-Parent to Zero Parent Families</u>: *[Cell 91]* Enter in Column (B) the number of cases which left the Two-Parent segment and will be moved to the Zero Parent segment as of the beginning of the next month.

    f.   <u>Cases transferred from All Other to Zero Parent Families</u>: *[Cell 92]* Enter in Column (B) the number of cases which left the All Other segment and will be moved to the Zero Parent segment as of the beginning of the next month.

    g.   <u>Cases transferred from TANF Timed-Out to Zero Parent Families</u>: *[Cell 93]* Enter in Column (B) the number of cases which left the TANF Timed-Out segment and will be moved to the Zero Parent segment as of the beginning of the next month.

    h.   <u>Cases transferred from Safety Net to Zero Parent Families</u>: *[Cell 94]* Enter in Column (B) the number of cases which left the Safety Net segment and will be moved to the Zero Parent segment as of the beginning of the next month.

    i.   <u>Cases transferred from Two-Parent to All Other Families</u>: *[Cell 95]* Enter in Column (C) the number of cases which left the Two-Parent segment and will be moved to the All Other segment as of the beginning of the next month.

    j.   <u>Cases transferred from Zero Parent to All Other Families</u>: *[Cell 96]* Enter in Column (C) the number of cases which left the Zero Parent segment and will be moved to the All Other segment as of the beginning of the next month.

    k.   <u>Cases transferred from TANF Timed-Out to All Other Families</u>: *[Cell 97]* Enter in Column (C) the number of cases which left the TANF Timed-Out segment and will be moved to the All Other segment as of the beginning of the next month.

    l.   <u>Cases transferred from Safety Net to All Other Families</u>: *[Cell 98]* Enter in Column (C) the number of cases which left the Safety Net segment and will be moved to the All Other segment as of the beginning of the next month.

    m.   <u>Cases transferred from Two-Parent to TANF Timed-Out Cases</u>: *[Cell 99]* Enter in Column (D) the number of cases which left the Two-Parent segment and will be moved to the TANF Timed-Out segment as of the beginning of the next month.

    n.   <u>Cases transferred from Zero Parent to TANF Timed-Out to Cases</u>: *[Cell 100]* Enter in Column (D) the number of cases which left the Zero Parent segment and will be moved to the TANF Timed-Out segment as of the beginning of the next month.

    o.   <u>Cases transferred from All Other to TANF Timed-Out Cases</u>: *[Cell 101]* Enter in Column (D) the number of cases which left the All Other segment and will be moved to the TANF Timed-Out segment as of the beginning of the next month.

ITEM INSTRUCTIONS CONTINUED

p. Cases transferred from Safety Net to TANF Timed-Out Cases: *[Cell 102]* Enter in Column (D) the number of cases which left the Safety Net segment and will be moved to the TANF Timed-Out segment as of the beginning of the next month.

q. Cases transferred from Two-Parent to Safety Net Cases: *[Cell 103]* Enter in Column (E) the number of cases which left the Two-Parent segment and will be moved to the Safety Net segment as of the beginning of the next month.

r. Cases transferred from Zero Parent to Safety Net to Cases: *[Cell 104]* Enter in Column (E) the number of cases which left the Zero Parent segment and will be moved to the Safety Net segment as of the beginning of the next month.

s. Cases transferred from All Other to Safety Net Cases: *[Cell 105]* Enter in Column (E) the number of cases which left the All Other segment and will be moved to the Safety Net segment as of the beginning of the next month.

t. Cases transferred from TANF Timed-Out to Safety Net Cases: *[Cell 106]* Enter in Column (E) the number of cases which left the TANF Timed-Out segment and will be moved to the Safety Net segment as of the beginning of the next month.

13. Total cases transferred **from** another segment during the month **(Same as Item 11, CA 237 CW)**: *[Cells 107-111]* Enter where indicated, the total of the following cells. These Items must equal the monthly totals of **Part B, Item 11 (Cells 105-109), "Cases added due to transfers from another program segment during the month," on the CA 237 CW (12/02), CalWORKs Cash Grant Caseload Movement Report**.

Column (A), Two-Parent Families, Cell 107 = the sum of Cells 87, 88, 89 and 90
Column (B), Zero Parent Families, Cell 108 = the sum of Cells 91, 92, 93 and 94
Column (C), All Other Families, Cell 109 = the sum of Cells 95, 96, 97 and 98
Column (D), TANF Timed-Out Cases, Cell 110 = the sum of Cells 99, 100, 101 and 102
Column (E), Safety Net Cases, Cell 111 = the sum of Cells 103, 104, 105 and 106

NOTE: The sum of Columns (A), (B), (C), (D) and (E) for Item 12 must equal the sum of Columns (A), (B), (C), (D) and (E) for Item 13.

COMMENTS

Use the Comments section to:
• Explain any major fluctuations in data.
• Explain any adjustment entries.
• Provide information as directed in the report instructions.
• Provide any other comments the county determines necessary.